

**GREEN ACRES**  
**LOCAL UNIT GUIDE**  
**for the Title Report and Title Insurance Policy**  
**2000 Edition**

**OVERVIEW**

To determine ownership, easements or other conditions and restrictions affecting the use of the parcel being acquired, Green Trust Management requires that the local unit obtain a title report prior to purchase and advising the title insurance company that Green Acres encumbrances will apply. Following the purchase, Green Trust Management requires that the local unit obtain a title insurance policy for the full value of the purchase and specific language must appear in the policy regarding the Green Acres encumbrance.

**TITLE REPORT CHECKLIST**

In addition to the normal format of a standard title insurance commitment, the title insurance company licensed to sell title insurance in New Jersey must be made aware of the following requirements specific to Green Trust participation for certain items to be supplied and made a part of the title report. The local unit may use the following as a checklist of these required items:

- \_\_\_1) Full photocopy of the latest recorded deed in its entirety, including recital and signature sheets. (The local unit receives copy as a preliminary description of the parcel to be acquired and later supplies a copy to the land surveyor and Green Trust Management)
- \_\_\_2) Full photo copies of the entire recorded deed of any easements, rights-of-way, restrictions or conditions of record which appear in Schedule B, Section II of the commitment (The local unit receives copies to determine if the parcel will still suit the needs of the local unit with easements identified and later supplies a copy to the local unit's land surveyor and a copy to Green Trust Management)
- \_\_\_3) The Schedule A of the title report contains a description of the parcel to be insured and will indicate the municipal tax block and lot numbers. If the parcel has a record description that refers to a filed map, block and lot number, the title company must supply a copy of the filed map title block, recording information and the portion of the filed map that shows the subject parcel. (If the local unit receives copies from a filed map, supply copies to the surveyor and to Green Trust Management)
- \_\_\_4) The local unit must advise the Title Company that the parcel will be surveyed and the surveyor's metes and bounds description will be used in the deed of conveyance. (A survey exception will appear in the Schedule B, Section II Exceptions until after the survey is read by the Title Company and an endorsement is added to the policy)
- \_\_\_5) The local unit must advise the Title Company that the parcel is being acquired with funding through the Green Acres Program. Once acquired, the land will become encumbered subject to Green Acres restrictions, and the Local Unit will agree to accept these lands with the Green Acres restrictions against disposal or diversion to a use for other than recreation and conservation purposes.

This language may appear in the original report or as an endorsement prior to the issuance of an owner title policy. (The Title Company requires that purchasers advise them of any party that will have an interest in the property after closing. Similar language must also appear in the deed of conveyance to the local unit--see below)

**TITLE POLICY CHECKLIST**

**After the closing, the local unit must acquire an owner's title policy in the amount of the full value of the property. The local unit attorney must assure that the final policy receives endorsements or satisfies the title report exceptions in the Title Insurance Policy. The local unit may use the following as a checklist of required items:**

- \_\_\_1) Schedule B, Section II of the policy must identify that the land has been acquired subject to Green Acres rules and regulations.
- \_\_\_2) The "survey exception" Schedule B, Section II of the report must be replaced by a "survey endorsement" in the policy.
- \_\_\_3) The liens, encumbrances and taxes must be satisfied.
- \_\_\_4) The description of the insured premises must be the surveyor's metes and bounds description and the same as is used in the recorded deed of conveyance or recorded declaration of taking if condemnation is instituted.
- \_\_\_5) The fee interest in the parcel must equal 100% undivided interest unless a cooperative project.
- \_\_\_6) Recorded easements, restrictions, grants covenants which do not pertain to the land actually being acquired are to be removed from the Schedule B exceptions in the title insurance policy.